|  |  |  |  |
| --- | --- | --- | --- |
| **Meeting Name:** | **Southern Tier Society of Health-System Pharmacists**  | **Date:** | **September 15th, 2020** |
| **Purpose:** | **Board of Directors Meeting** |
| **Location:** | **Zoom Meeting** | **Time** | **5:00 PM** |
| **Attendees:** | Mike JuddAmanda MogulWes Kufel Maryann Serbonich | Matthew JenningsNick BuntsNicole Cieri-HutchersonBrian Kam (BU Student) |  |

|  |  |  |
| --- | --- | --- |
| **#** | **Item** | **Discussion** |
| 1 | Call to Order | M. Judd called the meeting to order at 5:00 pm.  |
| 2 | Review and Approval of Meeting Minutes | * Motion to approve minutes from August meeting
	+ On Google Drive and NYSCHP website
 |
| 3 | Upcoming Dates and CE Events | * October 20th 2020 via Zoom
	+ Cayuga: C. Smith-Thomas PharmD and D MacQueen, MD –Antibiotic

 Stewardship and COVID-19 Update* + All documents received and CE codes processed
 |
| 4 | Treasurers Report (Nick) | * Review budget: Current balance is about $10,900
	+ Expenses report: Minimally overhead this year due to the virtual platform.
* Finances update: Nick made a budget spreadsheet tracking our income and spending using assumptions from last year’s figures. Moving forward the finance committee can update and utilize this in real time.
 |
| 5 | NYSCHP Membership Committee (Maryann)  | * Maryann and Matt touched base with Jenna Stasko, she is a BU student and is now a member of the membership committee
* Jenna reached out to students with expiring memberships
* Maryann reached out to other members with expiring membership
* Statewide membership is down by about 10%
 |
| 6 | SSHP Update | * Brian Kam reported
* $243 Donation made to the COVID Relief Fund
* Clinical Skills Competition to be held September 29th with local winners

 competing at the ASHP national completion* Residency Panel planned for mid October
 |
|  | Committee Updates | * **Communications Committee**: J. Carswell, L. Carlson
* **Continuing Competency Committee**: M. Judd, L. Carlson, W. Kufel,
1. Mogul –It was noted that technicians do not receive credit for

Pharmacy Times CE courses we may need to reconsider this is the future and look into how many technicians attend CE events* **Finance Committee:** B. Carlson, R. Schmidt, M. Jennings, N. Bunts
* **Industrial Relations Committee**: A. Mogul, N. Bunts, M. Judd-

Amanda reported that one vender is set up for the October meeting They will have 10 minutes in the beginning for questions and answers. They will be paying $250 instead of the $500 as in the past. Due to the virtual form we will only be allowing one vender per meeting. Amanda will be looking into setting up this for future meetings as well* **Membership Committee:** M. Serbonich, M. Jennings
* **Elections Committee**: W. Mogul
* **Organizational Affairs Committee:** M. Judd -Mike participated in the presidents call which mostly addressed the financial situation. We had a financial cushion due to the last few years being financially successful; however, due to a loss of income and to the expense of the Annual Assembly converting to a virtual platform we took a big financial hit this year. A major contributing factor was the cancelation of hotel arrangements. A loan was taken out as a precaution and is coming up due. Also, membership is down by about 10% it is noted that membership dues are increasing as previously planned. The residency assembly for 2021 will be virtual and it is not clear if this will effect certain grants. Lobbying expenses had to be reduced. In summary, finances are tight.
* **Grassroots Advocacy Committee:** A. Mogul
 |
|  | Open Forum | * Review of Star Chapter: Mike, Bob, and Nick joined a zoom information meeting about this organization that could help with credit card transactions and membership maintenance. There is a startup fee ($399) and a monthly maintenance fee of $40. We would still need to partner with another organization to process credit card fees, but this could be helpful as a platform to manage these areas. Mike will set up another demo and we will bring to a vote after more discussion.
* Charge for non-members: tabled
* Scholarship: tabled
* New government model of State Council, Nicole Ciere-Hutcherson: We will be phasing in the strategic plan to restructure the formation of the council. The new model involves less elected positions (6 decreasing to 3) but would give the 3 more responsibilities. Heads of various committees would then report to the voting officers. The second document presents the phasing out of the old positions to the new format.
* Future meeting dates (3rd Tuesday of every month scheduled)
	+ October 20th, 2020 – Cayuga medical center: “The Antimicrobial

 Stewardship Journey of Cayuga Medical Center PLUS a COVID-19 Update”* + November 17th, 2020 – Upstate Geriatrics Resident
	+ No December meeting
	+ January 19th, 2021
	+ February 16th, 2021 - Guthrie Resident
	+ March 16th, 2021 - Guthrie Resident
	+ April 20th, 2021 - UHS Resident
	+ May 18th, 2021 - UHS Resident
	+ June 15th, 2021
* Future meeting locations
	+ Virtual for the unforeseeable future and will table venues for now
 |
| 9 | Next Meeting | * **Next BOD via Zoom October 20th, 2020**
 |

Minutes respectfully submitted by: Maryann Serbonich